



Havenly is seeking a
Small Business Specialist

Overview

Havenly is a café and community center with a mission to build the community power of women who came to the U.S. seeking refuge from occupied or colonized lands. We work with 45 immigrant women per year across two different programs that we offer, both with the goal of increasing women's self-confidence, building their sense of community and connectedness to one another, and helping women pursue their dreams and increase their own and their families' wellbeing.

At least 80% of the women we work with state that their dream is to be able to start their own business, so that they can work for themselves and express their unique skills and creativity as they earn an income. In line with these stated desires of our community, we seek to create opportunities for our participants and alums to gain an income through activities that are meaningful and fulfilling to them, instead of having to rely on survival jobs where they are often exploited and subjected to abusive working conditions. For our undocumented participants in particular who are systematically barred from accessing legal forms of employment, small business creation is one of the most accessible ways for them to be able to gain an income while also building a career.

In order to facilitate the development of a thriving network of small businesses among the Havenly participant and alumni community, Havenly is hiring a Small Business Specialist. This staff member will develop upon work that we have been doing at Havenly to a.) provide 1-on-1 support for women in our community who are pursuing their own businesses, b.) continuously search for existing resources that can meaningfully support our community's small businesses, and connect our community to those resources, and c.) work with our community of women entrepreneurs to problem-solve and bring creative solutions to the systemic barriers that immigrant women face when trying to open and maintain thriving businesses.

Job Details

To begin with, this is an hourly, part-time position, with a general expectation of working 4 days per week, approximately 5 hours per day. These hours may fluctuate depending on the needs of the program. Start date: June 1st.



Tasks

- Get to know the women in Havenly's community who are currently running their own businesses or who show interest in starting their own businesses. Through continued active listening and conversation with them, get to know the visions of women in our community and the systemic challenges that they face in executing these visions.
- Provide individualized support for women as it relates to their businesses. For example, this can entail accompanying women to apply for a loan at a bank, helping to fill out grant applications, finding a physical location for their businesses, connecting them to legal services, accelerator or educational programs, or other services.
- Identify opportunities to facilitate connections among women in our community and their businesses while doing this work. For example, connect women who express very similar or complementary business ideas and skill sets to see if there is room for collaboration.
- Identify strategic partners outside of Havenly (i.e. accessible loan funds, small business legal clinics, organizations that offer grants or classes for people seeking to start businesses) and cultivate relationships with them that can serve our community.
- In conversation with Havenly Co-Directors, identify opportunities for Havenly to fill gaps in the existing system of local support to entrepreneurs/small business owners
- Support Havenly's Co-Director of Growth (Caterina Passoni) in writing grants specific to supporting the development of small businesses.

Qualifications

Requirements for the job include:

- A clearly demonstrated understanding of Havenly's mission and theory of change;
- A clearly demonstrated understanding of the specific barriers faced by undocumented immigrants in accessing capital and services;
- Prior experience working with immigrant communities and marginalized communities, either through lived or professional experience;
- Strong creative thinking skills: ability to imagine and work towards possibilities that exist beyond established rules and systems;



- Confidence sending professional emails and speaking with small business investors, government officials, bank representatives, and others in a range of professional settings;
- Ability to thrive in a varied work environment, ease working across cultural, linguistic, and educational differences;
- High level of integrity and ability to take ownership of a project and see it through to completion;
- High degree of emotional intelligence, and demonstrated ability to patiently and actively listen to others;
- Strong communication skills and ability to create and maintain strong relationships with partners;
- Experience in/knowledge of the landscape of New Haven entrepreneurship/small business opportunities.

Fluency in Spanish is strongly preferred for this position.

How to apply

To apply, please submit a resume and optional cover letter to camila@havenlynhv.org and CC caterina@havenlynhv.org.